

JANUARY 22, 2011

BUDGET MEETING OF MAYOR AND COUNCIL, JANUARY 22nd, 2011 AT 9:00 A.M. IN COUNCIL CHAMBERS OF BOROUGH HALL.

Mayor Dempsey's statement re: Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press on December 21, 2010.

ROLL CALL: Present: Council Members Connolly, Donovan, Grasso, Lee, McCarthy

Absent: Council Member Lucas

Also present was Municipal Administrator Joseph Delorio.

Mr. Delorio thanked the council for allowing him to present the 2011 Municipal Budget. He went over the binder that each council member received with information pertaining to the budget. He thanked the Clerk's Office for their help getting the binders together in such a short time frame. He stated that the next 4 Saturdays are reserved for meetings. Today is the Beach Department, next week will be the interviews with the attorneys, and after the interviews the Police Department budget will be presented. He advised that the police information is already included in the budget packet. The next meeting of February 5, 2011 the Public Works and water and sewer utility presentation, followed by the February 12, 2011 meeting of Court, Code, Clerk's Office, and Finance Department. He stated that if there are any questions or additional information requested please let him know and he will get it the council. He went over more information in the budget packet. He also went over the dates which have been set by the State.

APPOINTMENT: 9:15 A.M. Wally Wall, Manasquan Beach Manager.

The Governing Body and Mr. Wall reviewed the Beach Utility Budget.

Mr. Wall stated that this past year was a great record year with \$800,000. He stated that the budget last year was \$1,741,489 which \$441,748 was used from surplus. He stated that the budget for last year was met with about \$1.8 million, which is about \$52,000 more. He stated that after a few years some money was able to be put back into surplus. He stated that one of the things is that when you break down that \$1.8 million, there was approximately \$260,000 increase in revenue from the year before, \$225,000 of that was due to increased prices of badges. He went over the amount of badges sold from year to year. He stated out of the \$1,741,489 there was \$600,000 used for salaries. He stated that at least half of the revenue goes back into the town. He stated that the truck that was discussed last year was purchased for \$35,000 which was equipped with a plow and it was used during the big snow storm. He went over some of the other items that were purchased last year such as the gator and playground equipment. These items will not be on the budget for this year since they were purchased last year. He went over some of the projects that were completed last year in the beach area that will not be reflected in this year's budget request.

Council Member Connolly asked about the total beach revenue. The total beach revenues are increased by about 17.5%, can that be attributed to all of these things that are not going to be repeated?

Borough Administrator Delorio stated that the revenues are either attendance generated or because of the great weather and we had people in attendance. These projects....

Council Member Connolly stated that no one is guaranteeing the weather for this year.

Mr. Wall stated that the revenue is up because the prices were raised for beach badges.

There was a discussion on the weather and beach badge sales.

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Mr. Wall stated that the salaries for the beach department are less than 1/3 of the beach budget.

Council Member Lee stated that is a good point because what will not change is the distributions which are allocated to the DPW, Administration, etc. to the current budget support.

Mr. Wall stated that when he speaks of the beach salaries he is not including the Administration, DPW or Police salaries that are in there. He stated that under \$600,000 is what the beach employees receive for salaries.

Council Member Lee stated that it is still common practice that the Lifeguards get paid for rainy days and inclement weather.

Mr. Wall stated that the Lifeguards train on the bad weather days because they have to put in so many hours of training per year. He advised that the badge clerks would not be brought in on bad weather days.

Council Member Lee wanted to know about the parking violations that the Beach Department receives.

Mr. Wall advised that if someone parks before an attendant is on duty they would be given a beach summons. The cost of this summons is the price that it would cost to park. He also stated that if that summons is not paid it is sent to the Police Department for a ticket to be issued, which revenue would go into the current fund.

Council Member Lee questioned the cars that stay in the lots over night and take up spots going into the weekend.

Mr. Wall stated that if the person parking has a seasonal parking sticker they can park over night in any of the lots. The only lot that they can not park in over night is the Third Avenue by the church. He also stated that you can not park in the back of Pompano Lot because that section gets closed for the night.

Mr. Wall went over the daily parking voucher and how that would work with overnight parking.

Council Member Grasso stated that was a good point to bring up. He stated that he tracked the numbers on the parking lots last year because of code. He stated that he believes that they are supposed to be out of the parking lot by 7 a.m. He stated that \$2,200 does not look like that is being enforced and it could be a revenue maker for us.

Council Member McCarthy wanted to know if all the Borough is charging is the \$11 or is there any administrative.....

Mr. Wall stated that once you get past the \$11 it becomes a Police issue. He stated that if someone gets to the parking lot at 6 a.m. and leaves at noon, there will be a ticket on the car. He stated that the lots can not be manned at 7 a.m. to give tickets out and the lots can not be shut down.

Mr. Delorio advised Council that about \$3,600 was received for the Use of the Beach.

Council Member Connolly stated that that is not attributed to Beach Budget.

Mr. Delorio stated that it does go into the Beach Department.

Council Member Connolly stated that she believes this might be on the Clerk's budget.

Mr. Wall stated that he receives this amount at the end of the year.

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Municipal Clerk stated that her office just processes the application and the money is deposited into the Beach.

Mr. Delorio and Mr. Wall went over the salary and wages of the Beach Department.

Council Member Connolly wanted to know what time of the day the beach is the busiest. She asked if there were any studies done between certain hours.

Mr. Wall stated that he can only break the beaches down and which beaches are the busiest and what is sold everyday. He stated that Saturdays are usually busier in the afternoon where Sundays get busier early. He stated that it all depends on the weather. He stated that the beach is swept by a badge checker in the morning when they arrive so that the people that arrived on the beach before the checker gets there will need a badge.

Mr. Delorio moved along with the Beach Budget with regards to salary and wages.

There was a continued discussion with regards to salary and wages for the Beach Budget.

Council Member Connolly wanted to know how many if there were about 9 beach patrol employees.

Mr. Wall stated that usually there is 5 or 6 during the day, 2 at night and a supervisor.

Council Member Lee wanted to know if it is a normal trend to go down in salary for the beach patrol.

Mr. Wall stated that it is not.

Council Member Grasso wanted to know how far the authority extends for the beach patrol. He stated that he guesses they are 22 year olds or college kids.

Mr. Wall stated that the beach patrol is there to make sure everything runs smooth. He stated that the two supervisors both retired police officers, will get involved when the need arises. He stated that the two supervisors can issue summonses. He advised that if it gets down to a summons being issued the police are called in.

Council Member Grasso wanted to know if they are at risk at night.

Mr. Wall stated that he hopes not but they all have radios and those radios are connected directly to the police department.

Council Member Connolly stated that since you have trouble when they leave early, since they are all going back to school, do you make an effort to look for retirees to work on the patrol.

Mr. Wall stated that he has two retired police officers and a couple of other employees that are retirees. He stated that you can not just put anyone on the beach patrol; you have to have someone that has some type of personality that will work with people in a pleasant way.

Mr. Delorio continued with the salary and wages of the Beach Department.

Mr. Delorio stated that if the funds are not used by the end of the year, the Borough has been fortunate enough to be able to cancel certain appropriations because those funds that were budgeted were not used.

Mr. Wall went over the training and the EMTs that are on duty and when they are on duty.

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Mr. Wall continued with the salary and wages of the Beach Department.

Council Member Lee asked that if 2009 had more bad weather, why was the actual higher then last year?

Mr. Wall stated that there was a special meeting that year. He advised that when the lifeguard supervisor gave the projected numbers of how many days the beach was going to be open and it exceeded that. He stated that the calculation did not include a week.

Mr. Delorio continued with the salary and wages of the Beach Department. Council Member Grasso stated that he had a pre-meeting with Jeff and Ed. Is there any discussion on what can be done down the road as far as any automatic checking in with regards to the parking lots.

Mr. Wall stated that this is something that could be looked into.

Mayor Dempsey stated that he looked at this at the League Conference and the equipment cost \$250,000 and the spots in our lots are not numbered and the life of the equipment is about 5 years. He stated that he believes the Borough is better off leaving it the way it is.

Mr. Wall stated that he also looked at the gated aspect of it also with tickets. He stated that you need someone there anyway to take the money.

Council Member Lee stated that the committee agreed that they would continue to monitor technology and if they find something they will bring it back to the council.

Mr. Wall stated that the seasonal parking sticker holders will also need to be monitored.

Council Member McCarthy stated that you could probably use a swipe card. He also stated that he believes that the equipment would last longer because it can be put away for the time that it is not in use. He advised that this should give the equipment a longer life. He stated that this should be something that should be considered going forward for the committee to look at as a way of increasing revenue and decreasing the overhead.

Council Member Connolly stated that you are looking at three month usage. She stated that for \$29,000 the borough brings in over \$300,000. She stated that "do we really want to go out and spend the money if we are only spending \$29,000 to run it."

Mr. Wall agreed with Council Member Connolly with her statement.

Mr. Delorio continued on salary and wages for the Beach Department. He stated that the total estimated 2011 Beach Salary and Wages is approximately \$20,000 less then last year.

Council Member Connolly stated that she has about 3% from actual to requested amounts.

Mr. Delorio stated that when you look at actual numbers, that number is going to be a bit higher. He advised that it gets cancelled out which has been happening for the past several years. He stated that there are some retro checks that need to be posted to the finance/administration category because the contract for the white collars will be signed off soon. He stated that that category will be a little bit higher.

Council Member Connolly asked if the Governing Body received a raise because she didn't see anything in her paycheck.

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Mr. Delorio stated that that is a policy decision that the council will have to decide on. He stated that he did add a 2% increase to the finance/administration portion across the board and if the council decides not to, he will take it out.

Mr. Wall stated that the salaries for the beach workers have been the same for a while. He also stated that the Lifeguards need to be kept up to current rates. He stated that this is the reason that the salaries have remained the same for the past few years.

Council Member Connolly asked if the Borough pays for Lifeguard training and do they have to have special training.

Mr. Wall stated that they have to be certified and qualified and then they have to compete to get into the training program.

Council Member Connolly asked if they have to qualify every year.

Mr. Wall stated that they do have to qualify and be certified each year. He went over the process for the lifeguards in order for them to be hired as a lifeguard.

Mayor Demspey asked if the Council has any more questions about salaries and wages for the Beach Department.

There was no response from council.

Council Member Lee asked if there was a copy of the budget for the public.

Mr. Delorio stated that what the council is looking at is worksheets that he put together for the council to follow. He stated that these worksheets are not subject to the OPRA act, but if anyone wanted to see what he has he would not have a problem showing them. He stated that there is a spare binder available for the public to look at but it can not be taken out of the building.

Mr. Delorio continued with the beach budget with regards to other expenses. He went over other expenses advising what the actual was compared to the requested budget amount.

Council Member Lee wanted to know if the beach is adding some lighting for Pompano Parking Lot that was not part of the utility before is it factored in to this budget.

Mr. Wall advised that it is not factored in but he believes that it will not be that much.

Mr. Delorio went over the electrical costs from last year.

Mr. Wall and Mr. Delorio continued on the other expenses.

Mr. Delorio went over the repair of equipment and buildings. He stated that some of the charges from last year have been addressed and will not be in the current requested budget.

Mr. Wall stated that every 2 or 3 years the prongs/teeth get replaced on the beach rake. This is the year that the beach rake needs to be replaced.

Council Member Connolly wanted to know if the fencing was in the budget.

Mr. Wall advised that fencing is under Dune Grass.

Mr. Wall advised that the windows at the Inlet Comfort Station and Brielle Comfort Station can not be opened or closed. He stated that the windows have rotted away.

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He stated that there are about 22 windows at approximately \$100-200 a window that need to be replaced.

There was a discussion on projects that were done last year and what needs to be done this year.

Mr. Delorio and Mr. Wall continued with supplies, tools, and equipment line for the Beach Department.

Council Member Lee pointed out that the detailed amount compared to actual looks a little off.

Mr. Delorio stated that the actual will be off just for the purposes of trying to get this category organized and consolidated.

Council Member Lee asked if Mr. Delorio went over everything with Mr. Wall in detail and you still think you need that amount.

Mr. Delorio advised that he did. He went over legal costs for the budget.

Council Member Lee asked if CAFRA charges are included in this line item.

Mr. Delorio advised that there are CAFRA charges.....

Council Member Lee advised that he was thinking DEP not CAFRA.

Mr. Delorio stated that you can see from the hand outs what the description of each item is for.

Mr. Delorio continued to go over the Beach Department budget. He also went over the vehicle worksheet that was handed out to the council.

Mayor Dempsey wanted to know if Mr. Wall looked at replacing the gator.

Mr. Wall stated that a gator was purchased in 2010 for the recycling.

Mayor Dempsey asked if that will be shown when the Capitol Plan.

Mr. Wall stated no, not with the economy the way it is.

Mayor Dempsey inquired about the 2002 Yamaha Quad.

Mr. Wall stated that this is one of the items that will need to be addressed. He stated that money was spent last year on these vehicles to bring them back up to where it should be.

Mayor Dempsey inquired about the 7 year old Cushman Dump Truck.

Mr. Wall stated that the Cushman is good, because the mechanics in the shop keep that going. He stated that the jeep that is used by the beach patrol needs to be fixed and maintained. He advised that it would be good if the police department puts in for a new jeep, that the Beach would take the old police jeep.

Council Member Connolly stated that the vehicle is only being used a couple months out of the year and you would put the money into repairs instead of a new vehicle.

Mr. Delorio stated that the Police Budget is asking for a replacement then they would give the beach the old car. He advised that that Police Department budget will be covered on another date by the Police Chief.

Council Member McCarthy wanted to know if Mr. Wall would be anticipating next year a vehicle being needed to be replaced.

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Mr. Wall went over the different vehicles that the Beach Department has and their age and what they are used for and how frequently they are used. He stated that next year it would probably be the gator or the Cushman that the Beach Department would need to replace. He also stated that the F150 truck is really in bad shape.

Mr. Delorio continued with the Beach Department Budget.

Mr. Wall explained the beach badge process and that the badges were changed to wrist bands for 2010.

There was a discussion on the wristbands and how they are purchased from year to year.

Council Member Grasso inquired about using stamps instead of wristbands.

Mr. Wall stated that he believes that would not be a good idea since it could be copied. He stated that the wristband is actually put on the wrist of the beachgoer.

Mr. Delorio and Mr. Wall continued with the Beach Department Budget.

There was a Discussion on the bathrooms and how they can be kept clean and how to prevent vandalism.

Mr. Delorio continued with the Beach Department Budget. He also stated which of the line items estimates are right now.

Council Member Connolly inquired as to the other insurance.

Mr. Delorio stated that this information is in the hand outs. He advised that it is under section 28 through 30 of the hand outs.

Council Member Connolly stated that she believes that it might be cheaper to rebuild the beach buildings then pay the flood insurance.

Mr. Delorio stated that that is coming up. Mr. Delorio continued with the Beach Department Budget.

There was a discussion regarding the fireworks and other tourism events and which ones get paid through the Beach Department.

Mr. Delorio continued with the Beach Department Budget.

Council Member Connolly inquired about the cablevision charges for the computer lines.

Mr. Delorio stated that all that he has is Ellicott Consulting charges.

Mr. Wall stated that he pays his cablevision fee out of the utilities.

Mr. Delorio continued with the Beach Department Budget.

There was a discussion on the beach uniforms and if they can be used for more than one year and are the beach employees supposed to wear them.

Mr. Wall stated that all beach employees are supposed to have on something that is beach issued that shows the logo. He stated that the lifeguards have to, by law, be signified that they area lifeguard.

Council Member Grasso inquired about the donation from Columbia.

Mr. Wall stated that they had to be embroidered and heat stamped.

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Council Member Grasso asked Mr. Wall to get back to him with the price that it cost to have the Columbia donation embroidered. He stated that if he could get Speedo or another company to donate it the then embroidering will be the only cost.

Mr. Delorio continued with the Beach Department Budget.

Mr. Wall went over the dune grass and fencing from last year.

There was a discussion on the fencing and dune grass.

Mr. Delorio advised that there is a sub-account for water/sewer fees and that there were no postings against this line. He advised that prior to year end it was cancelled out and it went back into our general fund. He stated that once he gets some clarity why that was put in.....

Council Member Connolly stated that in 2010 there should have been \$2,000 posted to water/sewer. She stated that that was decided last February to post a charge to the beach for water/sewer.

Mayor Demspey stated that once it was looked at in the ordinance book, the ordinance clearly stated that the beach water is not chargeable.

Council Member Connolly asked where in the ordinance book it states that.

Mayor Dempsey stated that it is in the water/sewer section.

Council member Connolly stated that she will check that but this was decided on February 17, 2010.

There was a discussion on the usage of the beach water.

Mr. Wall went over the signs for the Beach Department and the replacement of some.

There was a discussion on the signs on the beach.

Mr. Delorio continued with the Beach Department Budget.

There was a discussion on the different vehicles that the Beach Department uses with regards to leasing.

Mr. Delorio continued with the Beach Department Budget.

Council Member Lee advised the council that he believes that there is lead paint in the 2nd Avenue garage. He stated that he would like this health issue addressed.

Mr. Wall stated that the paint is an issue and that there should be a bathroom in that building. He stated that there should be money put aside for this problem.

Council Member Lee stated that with regard to the beach department paying rent for this building that the borough should tend to some of the maintenance items and needs for the garage. He suggested that some of the money that is collected from the Beach Department for the rent of this building should be used to get the building up to code and the paint issue rectified.

There was a discussion on the building and the paint issue.

Council Member McCarthy stated that if there is going to be discussion on lead and perhaps the environmental concerns, that may be a better subject to have in closed session.

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Mr. Delorio stated for the record that the Borough is not stating that there are environmental issues.

There was a discussion on the garage on 2nd Avenue.

Mr. Delorio continued with the Beach Department Budget.

There was a discussion on the bike rack placement and how many are used.

Mr. Delorio went over some new requests for this year.

Mr. Wall went over the shower request again for this year. He stated that all the showers that are down at the beach are consolidated together so they really can not be expanded. He advised that it is an expense but it is just another phase of updating the beach. He went over the price and what is needed to update the beach department. He stated that there are 15 showers that need to be replaced or fixed.

Council Member Connolly asked if half could be done this year and half next year.

Mr. Wall stated that he prefers not to do that. He went over his reasoning for his decision.

There was a discussion on the showers and if and how they should be replaced.

Mr. Delorio went over the Beach Department Office needing to be replaced.

Mayor Dempsey went over the long term plan for the Beach Department buildings. He advised that the Inlet would be done, when that was paid off, the next project would happen, Ocean Avenue Project and when that was down to the last couple of payments the plans would be drawn for Main Beach. He stated that it is now at that point. He went over how he believes the process should proceed with the design of the building.

Council member Connolly asked about the 4th Avenue Garage.....excuse me. The Sea Watch upstairs on the second floor is that also a beach facility. She stated that there are various beach building and she does not know which is the main building. She stated that there are 4 buildings that the Beach Department is working out of.

Mayor Dempsey stated that the 4th Avenue Parking Lot building has been completely re-sided, completely re-wired andexcuse me I was talking. The beach only has 2/3 of that building the other part is the police department.

Council Member Connolly wanted to know what the Beach Department is doing in that 4th Avenue parking Lot Building.

Mr. Wall stated that it is strictly storage.....

Council Member Connolly reiterated strictly storage.

Mr. Wall responded "yes, that is all that can be done there it is a garage." He stated that there are no facilities there. He informed the council of some of the things that are stored there. He stated again that it is strictly a garage, just storage.

Council Member Connolly asked what did the beach do years ago when the life saving station area was unavailable.

Mayor Dempsey stated "stored it outside."

There was a discussion on the buildings that the beach uses and how they are each used.

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There was a discussion on the Main Beach Office and what the new building might look like and the issues that there are with the existing building.

There was a discussion on the security of the monies collected and if the operation should be moved to another location.

There was a discussion on when the new building will be started on Main Beach.

Mr. Delorio stated that this is not the finalized budget but in the meantime the Beach Department Committee will meet and tighten up the numbers and how to proceed. He stated that right now the money is in there and it is all based on the passing of the budget.

Council Member Lee inquired about the approval of the Coast Guard Station.....

Council member Connolly stated that it was already approved it based on those parameters and they have already been filled so it is approved.

Mr. Delorio stated for the record that at the last meeting the Governing Body gave an OK to the Life Saving Preservation Committee to use the facility based on certain conditions. He advised that those conditions have been met. He stated that the contractor gave the Borough written permission to use the building and there is a temporary CO for the building. He stated that Council Member Connolly has the Hold Harmless for the committee to sign off and she also has the keys.

Mr. Delorio stated that at the next meeting the Police Department Budget will be presented.

Mr. Wall thanked the Council for allowing him to present the Beach Department Budget.

Mr. Delorio stated that the notices went out for the additional hours at the water plant. He stated that as of yesterday he only received 2 responses which council has received.

There was a discussion on the work hours at the water treatment plant.

Mr. Delorio asked the Council how would they like him to tell the department to proceed.

There was a discussion on the communication to be made to the residents in that area.

Mr. Delorio was advised by Council to move forward to notifying the residents, set parameter to a three (3) week period, extended hours during the week, Saturday hours, No Sundays, and specifically for the Decant project.

AUDIENCE PARTICIPATION

Council Member Connolly made a motion to open the meeting up to the public, seconded by Council Member McCarthy. Motion carried unanimously.

Ed Hyer, 56 Second Avenue stated that the review today was well done and thanked the members for their time on it. He believes doing items that are contingent on income last year worked real well. He also stated that he believes that Manasquan could be like Spring Lake by putting the shower heads on 4x4 up on the boardwalk and you see them as you go by. He stated that if Spring Lake can do it maybe it is something that can be done in locations where you can attach it to a building.

Council member Connolly made a motion to close the audience participation, seconded by Council Member Donovan. Motion carried unanimously.

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Council Member McCarthy made a motion to adjourn the budget meeting at 12:15 p.m., seconded by Council Member Lee. Motion carried unanimously.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "B. Ilaria".

Barbara Ilaria
Municipal Clerk

DATE APPROVED 5-2-11